

Memorandum



TO: Distribution List
FROM: Bryan Tippie, Budget Director
DATE: April 18, 2007
Re: Minutes of the April 12, 2007 Finance Committee Meeting

Committee Members present: Mr. Ray Graham and Mr. William Downey

The Finance Committee met on April 12, 2007, at 5:00 p.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: The Treasurer's Report was available for the Finance Committee's consideration.

County Attorney's Report: Jeanette Irby, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2007

1. Sheriff's Office - \$23,141

\$23,141 from Insurance Reimbursement was approved for appropriation to the Sheriff's Office for the repair of two (2) wrecked motor vehicles.

2. Warrenton-Fauquier Joint Communications Center (WFJCC) - \$98,366

- a. \$48,361 from State Wireless 911 revenue and \$11,812 from a State Emergency Medical Dispatch (EMD) Grant was approved for a total appropriation of \$60,173 to WFJCC to cover overtime expenses.
- b. \$38,193 from WFJCC Fund Balance was approved for appropriation for the replacement of a Computer Aided Dispatch Server.

3. County Attorney - \$60,120

\$60,120 from a Federal Grant; Byrne – Criminal Justice System Improvements, was approved for appropriation for the Piedmont Dispute Resolution Center.

4. Warrenton-Fauquier Airport - \$155,836

- a. \$147,200 from a State Virginia Department of Aviation Grant was approved for appropriation for the installation of an Automated Weather Observation System (AWOS).
- b. \$4,716 from a State Virginia Department of Aviation Grant was approved for appropriation for removal of trees along Route 610 – Rogues Road.
- c. \$3,920 from a State Virginia Department of Aviation Grant was approved for appropriation for runway renumbering and taxiway line painting.

5. Armory - \$16,950

\$16,950 in State funds was reimbursed to the Comprehensive Maintenance account for expenses related to maintenance on the Armory.

6. General Services - \$659

- a. \$659 from General Fund Major Systems Replacement was approved for appropriation to the Capital Fund to close out the County HVAC project.
- b. \$155,717 from the Capital Fund was requested to be appropriated to the General Fund, Major Systems for roof replacement. The Finance Department indicated that the roof replacement funds could remain in the Capital Fund. Based on this information the request was withdrawn.

7. Fire and Rescue Association (F&RA) - \$8,343

- a. \$4,278 from Miscellaneous revenue was approved for appropriation to F&RA; \$1,275 for Swiftwater Rescue Classes, \$2,122 for equipment and clean up materials related to Haz-Mat incidents, \$881 for Haz-Mat conference expenses.
- b. \$217 from Miscellaneous revenue was approved for appropriation to F&RA; \$150 for Blackberry cell phone charges, \$67 for Motorola 800 MHz equipment.
- c. \$3,848 from Miscellaneous revenue was approved for appropriation to F&RA; \$2,538 for Emergency Medical Training class and workbooks, \$1,310 for Non-County student's class costs.

8. Fire and Emergency Services (F&ES) - \$2,929

- a. \$2,663 from Miscellaneous revenue was approved for appropriation to F&ES for overtime regarding community events staffing.
- b. \$266 from Miscellaneous revenue was approved for appropriation to F&ES for an Emergency Medical Services (EMS) Symposium reimbursement.

9. Social Services - \$15,206

\$15,206 from State Funds was approved for appropriation to Social Services for the Bright Stars Program.

10. Finance - \$796,514

\$796,514 from Bond Premium related to the Kettle Run High School borrowing was approved for appropriation to replenish the High School's construction account for the expense of the County's portion of the Lunceford property (see next action; Transfers 1).

Transfers:

1. Finance - \$796,514

\$796,514 from Kettle Run High School construction was approved for transfer for the County portion of the Lunceford property purchase.

2. Environmental Services (Landfill) - \$611,290

\$611,290 was approved for Environmental Services internal transfer to support automated recycling equipment and building modifications.

Regular Agenda

Supplemental Appropriations:

FY 2007

1. School Division - \$494,400

\$494,400 from Capital Lease Proceeds was approved for appropriation to the School Division for Smart Boards, computers and carts financed through a four year capital lease.

2. Warrenton-Fauquier Airport - \$74,000 (Tabled until May 10, 2007)

Request to move \$74,000 from the Airport Fund to establish a Fueling and Flight Line Services Fund for the Airport was tabled until the May 10, 2007 Finance Committee Meeting.

Transfers:

FY 2007

1. County Administration - \$495,000

\$495,000 was approved for transfer from the Marshall Community Center Capital Project to the Northern Sports Field. This transfer will support additional expenses required by the Mellon executors and Earth Designs, Inc.

2. Airport - \$564,550

\$564,550 was approved for transfer from Airport Repair/Maintenance to T-Hangars 3 and 4 including site preparation.

De-appropriation:

Finance - \$280,100

\$280,100 was approved for de-appropriation from the Liberty High School HVAC project. This was the result of a previous agreement between the Board of Supervisors and the School Board to reduce construction contingency from 10% to 5%. This action reduces the project to match the total bond and cash funding available.

Comments:

1. Finance: Vivian McGettigan, Director of Finance

Health Insurance – Health insurance costs for March increased 10.1% over the same period in the prior year. The average monthly expenditure for FY 2007 is \$1,123,083.

2. Budget: Bryan Tippie, Budget Director

Revenue Report – No change from the prior month.

**The next Finance Committee Meeting will be
May 10, 2007 at 10:00 a.m.**